

COMMUNITY NUTRITION TEAM

# CACFP Today

A Newsletter from the Wisconsin Department of Public Instruction, Division of Finance and Management

Vol. 3 No. 1

Winter 2011

## President Obama Signs Healthy, Hunger-Free Kids Act of 2010 into Law

On December 13, 2010 President Obama signed the Healthy, Hunger-Free Kids Act (the Child Nutrition Reauthorization) into law. The following summary information is courtesy of the Food Research and Action Center (FRAC) website, [www.frac.org](http://www.frac.org). The FRAC organization works to improve public policies and public-private partnerships to eradicate hunger and under nutrition in the United States. FRAC works with national, state and local nonprofit organizations, public agencies, corporations and labor organizations to address hunger, food insecurity, and their root cause, poverty. Below are some of the highlights of the Healthy, Hunger-Free Kids Act of 2010 from the FRAC website and how it affects the CACFP.

### Promotes good nutrition, health and wellness in child care.

- Revises the nutrition standards for meals, snacks and beverages served through CACFP to make them consistent with the most recent U.S. Dietary Guidelines.
- Provides education and encouragement to participating child care centers and homes to provide children with healthy meals and snacks and daily opportunities for physical activity, and to limit screen time.
- Increases USDA training, technical assistance and educational materials available to child care providers, helping them to serve healthier food.
- Authorizes ongoing research on nutrition, health and wellness practices, as well as the barriers and facilitators to CACFP participation, in child care settings.
- Requires interagency coordination focused on strengthening the role of child care licensing in supporting good nutrition, health and wellness and maximizing the value of CACFP.
- Provides \$10 million in funding to USDA for training, technical assistance and materials development.

### Expands eligibility, reduces paperwork and simplifies program requirements.

- Expands eligibility by allowing the use of high school and middle school free and reduced-priced school lunch participation levels to determine Tier 1 area eligibility for family child care homes.
- Eliminates the block claim requirement completely.
- Allows providers to facilitate the return of participating children's family income forms.
- Allows permanent operating agreements and renewable applications.
- Continues the USDA working group to reduce paperwork and improve program administration and requires USDA to report the results to Congress.
- Establishes a simplified method of determining sponsor monthly administrative funding by requiring only the number of homes multiplied by the administrative reimbursement rates calculation to determine the sponsors' administrative reimbursements.
- Permits sponsoring organizations to carry over a maximum of 10 percent of administrative funds into the following fiscal year, which will allow sponsors more flexibility to use their funds effectively from one fiscal year to the next.
- Allows state WIC agencies to permit local WIC agencies to share WIC nutrition education materials with CACFP institutions at no cost if a written materials sharing agreement exists between the relevant agencies.

The CACFP provisions of the Child Nutrition Reauthorization support good nutrition and promote wellness by strengthening the CACFP. Stay tuned for more information on what happens next.



**National CACFP Week**  
**March 13<sup>th</sup> – 19<sup>th</sup>**

# 2010 CACFP Child Care Wellness Grant Update

Congratulations to the Wisconsin Department of Public Instruction (WDPI) who was one of 14 states to receive grant funds from the United States Department of Agriculture (USDA) for the improvement of health and wellness in child care settings!! The purpose of the grant is to develop and implement programs promoting the health and nutrition improvement for children in family day care homes and child care institutions (child care institutions include group child care centers, emergency shelters, at-risk sites, and outside of school hours sites). We believe that child health and wellness can be achieved by developing and implementing child care wellness policies that concentrate on improving the nutritional quality of food, encouraging physical activity and educating child care providers, parents and caregivers. This in turn will assist children in developing lifelong healthy habits.

More than fifty percent of the total grant funds received will be awarded as sub-grants. The sub-grantees will support our goals and objectives to enhance the health and nutrition of children in child care settings. Sub-grants will be based on the size of the institution, number of enrolled children, geographic distribution, number of low income children, approved budgets and number of nutrition and physical activity strategies selected to implement. Sub-grants will be awarded during the first year of the grant to child care institutions by WDPI based on a competitive process. The announcement for sub-grant applications will be in February 2011. Watch your email in-boxes for more information regarding this great opportunity to enhance the health and well-being of the children in your care.



## Civil Rights Training Required Annually

In order to meet regulations provided by the United States Department of Agriculture (USDA), training on civil rights must be provided to staff at your center(s) annually. This is required of all centers participating in the CACFP. Training will be provided by the state agency to local agencies at the annual administrative training sessions. Local agencies are then responsible for training members of their staff. Staff who interact with program applicants or participants, and those persons who supervise them, must be provided civil rights training on an annual basis. Specific subject matter must include, but not be limited to: collection and use of data, effective public notification systems, complaint procedures, requirements for reasonable accommodation of persons with disabilities, requirements for language assistance, conflict resolution, and customer service. Records indicating the agency staff who received the civil rights training, the civil rights topics covered, and the date that the civil rights training was completed must be retained on file. More information on this requirement can be found in Guidance Memorandum #8. Refer to our website

<http://dpi.wi.gov/fns/training.html> to access the *Civil Rights Requirements* Power Point presentation that may be used to complete the required civil rights training with the agency's staff. This power point includes all required subject matter and is a great tool for assuring compliance with the required civil rights training.

## Building for the Future

Last August, your agency should have received a packet of updated Guidance Memorandums in the mail from the DPI. Within that packet of updates, included in Guidance Memorandum #8, was an updated Parental Notification flier, otherwise known as the Building For the Future flier. The only change to this flier was the DPI contact information located at the bottom of the flier. It was updated to reflect our new Director of Community Nutrition Programs, Amanda Kane. If you haven't already done so, please dispose of any fliers that do not have Amanda's information on them and replace with the new version found in Guidance Memorandum #8. If you cannot locate the hard copy of this (or any other) updated guidance memorandum, please refer to the DPI website <http://dpi.wi.gov/fns/guidememos.html> to obtain a copy. Remember that this flier must be distributed to all new enrolling families and should also include your agency's contact information on the bottom left in the space provided on the flier.

## What About *Nutella*?

Is *Nutella* a creditable food item? The answer is no. *Nutella* is a hazelnut spread. Any item labeled as a type of nut "spread" is **not** creditable towards the meat/meat alternate component of the USDA Meal Pattern; **this includes peanut butter spread**. Make sure to look closely at the food label of peanut butter or any nut "butters" you plan to purchase before buying them to assure that they are not labeled as "spreads." Only nut "butters" listed in the "Food Buying Guide for Child Nutrition Programs" (page 1-40) are creditable towards the meat/meat alternate component and thus may count towards a reimbursable meal. The creditable nut butters are: almond, cashew nut, peanut, reduced fat peanut, sesame seed, soy nut, and sunflower seed.



## New Guidance

Recently issued Guidance Memos from USDA include:

### Memo No. Title

**02-2011** - Effects of Busing on Area Eligibility

**01-2011** - Eligibility of Expanded Learning Time Programs for Afterschool Snack Service in NSLP and CACFP

**17-2010** - Disclosure Requirements for the Child Nutrition Programs

A link to the memos can be found on our website under **USDA CACFP Policy Memos** at: <http://dpi.wi.gov/fns/cacfp1.html>

Cut me out



## 2011 Due Dates for Quarterly Nonprofit Food Service Financial Reports

### For Sponsoring Organizations ONLY

(those with 2 or more sites on the food program)

1<sup>st</sup> Quarter (reporting period October 1, 2010 – December 31, 2010) is due **March 1, 2011**.

2<sup>nd</sup> Quarter (reporting period January 1, 2011 – March 31, 2011) is due **June 1, 2011**.

3<sup>rd</sup> Quarter (reporting period April 1, 2011 – June 30, 2011) is due **September 1, 2011**.

4<sup>th</sup> Quarter (reporting period July 1, 2011 – September 30, 2011) is due **December 1, 2011**.

The reporting form (PI-1463-A) is available online at <http://dpi.wi.gov/fns/centermemos.html> under Guidance Memorandum #11. Any questions, please contact Cari Ann Muggenburg at 608-264-9551 or by e-mail at [cari.muggenburg@dpi.wi.gov](mailto:cari.muggenburg@dpi.wi.gov).

be included, in full, on all materials regarding FNS programs that are produced by the recipients for public information, public education, or public distribution. The authorized statements below or current applicable revisions cannot be modified. The authorized statements read as follows:

“In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.”

“To file a complaint of discrimination, write USDA, Director, Office of Civil Rights (Office of Adjudication), 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). TDD users can contact USDA through local relay or the Federal Relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice users). USDA is an equal opportunity provider and employer.”

If the material is too small to permit the full statement to be included, the material will at a minimum include the statement, in print size no smaller than the text that, “This institution is an equal opportunity provider.”

As your agency updates its program materials, please assure that the non-discrimination statement described above is updated to reflect the current version and is included wherever the CACFP or USDA is mentioned.

## Mealtime Memo

**Mealtime Memo for Child Care** is a Newsletter for child care providers participating in the CACFP, focused on good nutrition for young children. Each issue offers a recipe from the USDA Recipes for Child Care and a week's menus. The National Food Service Management Institute (NFSMI), University of Mississippi publishes Mealtime Memos monthly on their website: <http://www.nfsmi.org>, in the resource center section. Your agency can sign up to receive Mealtime Memos by email thru the NFSMI website. Check out the recent edition, *Get Going Green*, which offers ways to model green habits and involve children in earth-friendly lessons.

## Updated Non-Discrimination Statement

All information materials and sources, including websites, used by local agencies or other sub-recipients to inform the public about Food and Nutrition Service (FNS) programs (the CACFP) must contain a nondiscrimination statement. It's not required that the nondiscrimination statement be included on every page of the program information website but must, at a minimum, be included on the home page of the program information. Local agencies, and their sub-recipients, must post the following nondiscrimination statement (or current applicable revision). This statement must be posted in all local agency, or sub-recipient offices (by posting the And Justice For All poster) and

## Welcome New Agencies

Forever Young Early Learning Center LLC, Altoona  
Twin Lakes Learning Center, Poplar  
A Passion for Kids LLC, Milwaukee  
Immanuel Lutheran Church, Strum  
Diane's Little Learners, Stevens Point  
A Child's World Early Learning Center LLC, Eau Claire  
Building Blocks Interactive Learning Center, Racine  
K's Play Days, Menasha  
Plymouth Children's Center, Burlington  
Great Beginnings Learning Center LLC, Platteville  
Friendly Frogs Child Care LLC, Platteville  
Lutheran Social Services, Waukesha, Sussex  
Miracles Safe Haven Development Center, Milwaukee



## Summer Training 2011

Plans are in the works for the summer 2011 CACFP training. A one day conference will be offered in July. The conference will replace the usual multiple location recordkeeping, financial and nutrition trainings. It will offer many CACFP related session choices for participants. Watch for more information to come.

Something you'd like to see presented at the summer training? Suggestions for session topics can be directed to Barbara Douglas at [barbara.douglas@dpi.wi.gov](mailto:barbara.douglas@dpi.wi.gov).

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**Home Page**  
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## CACFP Today

is published three times per year by the Department of Public Instruction. Questions or comments should be directed to:

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Printed on Recycled Paper

## January 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Oatmeal Month <a href="http://www.quakeroats.com/home.aspx">www.quakeroats.com/home.aspx</a>						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15 Claim Due <sup>2</sup>
16	17 Martin Luther King Jr. Day	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## February 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
American Heart Month <a href="http://www.heart.org">www.heart.org</a>		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Claim Due <sup>2</sup>	16	17	18	19
20	21 Furlough Day	22	23	24	25	26
27	28					

## March 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
National Nutrition Month <a href="http://www.eatright.org">www.eatright.org</a>		1 Qtrly NPFS Report Due <sup>1</sup>	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Claim Due <sup>2</sup>	16	17	18	19
20 Spring Begins	21	22	23	24	25	26
27	28	29	30	31		

<sup>1</sup>Qtrly NPFS - Quarterly Nonprofit Food Service (**Report Due for Sponsors of more than 1 site only**)

<sup>2</sup>Claim Due - CACFP reimbursement claim is suggested to be submitted by the 15<sup>th</sup> of the following month of the claim month. Claims will be accepted if submitted within 60 days after the end of the claim month.

**\* DPI State Offices Closed**

All of the CACFP Newsletters are available electronically on our website at: <http://dpi.wi.gov/fns/news/trcnt.html>.